

NORTHERN NEVADA ADULT MENTAL HEALTH SERVICES
POLICY AND PROCEDURE DIRECTIVE

SUBJECT: SEXUAL HARASSMENT

NUMBER: NN-HR-03

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ORIGINAL DATE: 07/10/97

REVIEW/REVISE DATE: 04/05/04, 01/04/01, 07/08/04, 06/07/07, 3/18/10

APPROVAL: _____ Rosalyne Reynolds {s}, Agency Director

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I. PURPOSE

The purpose of this policy is to clearly express the position of Northern Nevada Adult Mental Health Services (NNAMHS) on sexual harassment.

II. POLICY

It is the policy to abide by the Division of Mental Health and Mental Development Services (MHDS) policy on sexual harassment that has been approved by the Attorney General's office, Governor's office and State Personnel.

III. REFERENCE

MHDS Policy #5.021 Sexual Harassment (Appendix 1).  
<http://mhds.state.nv.us/admin/policies.shtml>

#### IV. PROCEDURE

1. As delineated in the MHDS policy.
2. Staff members who have questions or concerns may contact the NNAMHS Personnel office, which is open Monday through Friday, 7 a.m. to 5 p.m.; it is closed on weekends and holidays.
3. NNAMHS has zero tolerance for any act of discrimination, harassment or violence perpetrated by or toward a NNAMHS employee.
4. The Division policy 5.021 on Sexual Harassment and Discrimination will be reviewed upon hire and yearly at the time of the annual appraisal by all NNAMHS employees.